



# **PLANT AMERICA**

## **Community Project Grants Guidelines and Application**



The **PLANT AMERICA** Community Project Grants Program is sponsored by National Garden Clubs, Inc. for new or existing club projects in their respective communities. Projects may be a joint venture with another organization/s. The scope of these projects may include but are not limited to:

- Beautification and/or restoration
- Community gardens
- Youth gardening
- Habitat for Humanity landscaping
- Landscaping projects
- Implementation of environmental practices
- A horticulture or environmental educational event for the public

**Grant Amount:** Up to \$1,000.00 is available to be used for direct expenses of projects.

### **Who May Apply:**

- Individual garden clubs that are members of National Garden Clubs, Inc.
- **NOTE:** Recipients of previous PLANT AMERICA Community Project Grants are **NOT** eligible to apply.

### **How to Apply:**

- Application is limited to a **TOTAL** of **two (2) pages**.
  - **ONE (1) PAGE** - Application Form
  - **ONE (1) PAGE** - Budget
- *Applications of more than two pages will **NOT** be considered. NO PHOTOS.*

- Save this form to your desktop and open it in Adobe Acrobat; it is not fillable with most internet browsers. Fill in, save the changes and email the completed **application form** and **budget** to: [PLANTAMERICAGRANTS@gmail.com](mailto:PLANTAMERICAGRANTS@gmail.com)

### **Application Deadline: October 15, 2020**

- Recipients of grants will be notified, and all money will be awarded by **January 31, 2021**.
- Projects must be completed by **February 28, 2022**; final report forms due by **April 1, 2022**.

### **Judging Criteria:**

In evaluating grant applications, judging is based on the following Scale of Points:

Benefits and visibility in community	40	Collaboration with other community groups	15
Impact and scope of project	25	Application form complete	5
Involvement & participation by club members	15	<b>TOTAL</b>	<b>100</b>

### **Funding Guidelines:**

Grants will not be provided for:

- Projects in which club does not participate in some aspect
- Purchase of Blue or Gold Star Markers
- Competitive Flower Shows
- Scout projects
- Salaries or benefits of personnel
- Political action programs
- Capital drives and fund building
- Scholarships and endowments
- Private gardens
- Lawsuits and litigation
- Overhead costs

### **Final Report:**

1. **Deadline:** within two months after the completion of the project or by April 1, 2022.
2. Email the following:
  - A short two-to-three pages report describing the project including photos
  - A copy of the final financial report including all income and expenses
  - A copy of any publicity

**NOTE:** Please indicate if permission has been given for use of photos by NGC in print, website and social media. A release form for adults and minors can be found on the NGC website:

<http://www.gardenclub.org/about-us/press-room/minor-image-release.aspx>.

**PAGE 1 - APPLICATION**  
**DEADLINE: OCTOBER 15, 2020**

**Date of Application:**

**Name of State Garden Club:**

**Applicant** (Club):

**Contact:** (Name of individual representing club)

**Address:**

**Email:**

**Phone:**

**New Project:** Yes \_\_\_ No \_\_\_ **Beginning date:** \_\_\_\_\_ **Completion date:** \_\_\_\_\_

**Number of Club Members:** \_\_\_\_\_ **Anticipated Number Members Involved in Project:** \_\_\_\_\_

**Amount Requested** (up to \$1,000): \_\_\_\_\_ **Total Project Budget:** \_\_\_\_\_

**Description of Intended Project:** (Please use font size "10" or larger)

**Brief description of how the funds will be used:** (type of plants, hardscape items, construction, etc.)

**Brief statement of any in-kind or volunteer services:** (who, number of hours, function, etc.)

**PAGE 2 - BUDGET**  
**DEADLINE: OCTOBER 15, 2020**

Garden Club Name:

State:

**EXPENSES**

Plants (# X \$.00)	\$
Delivery of plants	\$
Soil amendments/mulch	\$
Labor	\$
Other Purchases (listed below)	\$

<b>*TOTAL</b>	<b>\$</b>
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**INCOME**

NGC Plant America Community Project Grant	\$
Approximate value of donated Labor/services	\$
Approximate value of donated Supplies/products	\$
Club's Contribution	\$
Other Organizations' Donation/s	\$
Other	\$

<b>*TOTAL</b>	<b>\$</b>
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**\*Totals for income and expenses must be equal.**

**Email APPLICATION and BUDGET TO:**  
[PlantAmericaGrants@gmail.com](mailto:PlantAmericaGrants@gmail.com)